



# Department of ADMINISTRATIVE SERVICES *Job Postings*



Department of Mental Health and Addiction Services  
Southeastern Mental Health Authority (SMHA)  
JOB OPPORTUNITY  
**OCCUPATIONAL THERAPIST – SM26159**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public  
**Location:** Southeastern Mental Health Authority (SMHA) ~ 410 W. Thames Street, Norwich, CT  
**Job Posting No:** **SM26159**  
**Program/Unit:** Young Adult Services (YAS)  
**Shift/Schedule/Hours:** 1st shift, 8:00 a.m. to 4:30 p.m., Monday through Friday, 40 hours per week  
**Salary:** (FP 25) \$72,950.00 - \$98,582.00  
**Closing Date:** April 12, 2017

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

**Duties may include but are not limited to:** (CLINICAL) Selects, plans, administers and implements occupational therapy programs for training of young adults with mental, physical and/or intellectual disabilities. Completes occupational therapy and life skills assessments using the Learning Inventory of Skills Training (L.I.S.T. - Functional Assessment) and documents findings. Provides individual and group life skills training to young adult clients. Provides consultation and training to other SMHA teams/programs around the implementation of life skills assessment and programming. Coordinates occupational therapy services with other disciplines on the team and within SMHA. Gathers data and reports client progress towards treatment goals. Participates in interdisciplinary client recovery plan/reassessment meetings, YAS team meetings, YAS Risk Consultations, and OOC YAS Occupational Therapist meetings. Provides direct supervision of SMHA Certified Occupational Therapy Assistant staff and monitors the implementation of life skill programming, including data collection, at the YAS-contracted residential providers. Provides support, consultation, and in-service training to other staff, including DMHAS and YAS-contracted residential providers. Completes daily documentation along with required paperwork on assigned clients to meet agency standards. Utilizes the DMHAS electronic health record. Performs other related duties as required.

**General Experience:** Must possess and maintain licensure as an Occupational Therapist issued by the Connecticut State Department of Public Health in accordance with the applicable Connecticut General Statutes.

**Special Requirements:** May be required to possess and retain a valid Motor Vehicle Operator's license; May be required to travel.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals.

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Occupational Therapist applying to an Occupational Therapist posting) must submit a completed [DMHAS Lateral Transfer Form](#). Lateral Transfer Request Forms received without a position number will not be processed.
2. **All other Interested and qualified candidates** who meet the above requirements should submit a cover letter, a resume, and an Application for Employment [CT-HR-12](#) to:

Fax: (860) 859-4792  
Email: [MHA-SMHA-RECRUIT@ct.gov](mailto:MHA-SMHA-RECRUIT@ct.gov)  
Southeastern Mental Health Authority  
Human Resources Department, 460 Silver Street, PO Box 1506, Middletown, CT 06457  
**AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and DMHAS are equal opportunity/affirmative action employers. Women, minorities, persons with disabilities and those in recovery are encouraged to apply.

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact Binh Quach at (860) 262-6730 or [Binh.Quach@ct.gov](mailto:Binh.Quach@ct.gov)